



DC CONFERENCE & ASSOCIATION MANAGEMENT

Association Management Specialists

Professional associations are vital organisations providing a focus for professionals working in the same or similar fields.

Associations set the standards and ethics of practice. They represent their members and give them the opportunity for networking and collegiate engagement, as well as opportunities for ongoing learning to advance members' careers.

Being a board member of a professional not-for-profit association can bring benefits, such as a depth of understanding and engagement with their industry but it also comes with fiduciary responsibilities and can be very time consuming.

DCC&A provides membership and strategic services to assist in managing professional associations.

Our Services Include:

Member management and liaison
Online membership hosting
Administration and secretariat services
Financial management and accountancy services
Meeting management and member events
Strategic planning facilitation
Annual General Meeting (AGM) support - including virtual
Management of virtual or face to face board meetings
Minutes, agendas, action plans
Website management
Governance advice

DCC&A believes the ability to collaborate with diverse committees is one of the most important aspects in working with associations and societies. It is critical to understand the unique culture of each organisation and to build productive, harmonious working relationships.

Through DCC&A's professional services, we can facilitate growth in your membership and take care of your administrative and day to day operations, allowing boards to focus on their strategic goals and the important issues for their industry.

For more information or to discuss your needs please contact DCC&A on
02 9954 4400 or via email at info@dccconferences.com.au